

Logistics Services Division ACTIVITY LOG

As of 12 August 1963

Item	Comment
<p>1. Special package unit air-conditioning work for the DCI's office was completed on Friday, 9 August 1963.</p>	<p>This installation was accomplished on a crash basis. Initially, it required the relocation of two NE Division Branches from rooms immediately beneath the Director's office. The installation is virtually noiseless. Accomplishing the job required continuous coordination among three branches of the LSD and the RE&CD.</p>
<p>2. Between the 1st and the 9th of August, 5 units and 69 personnel of the ORR were relocated as part of the DDI's reorganization.</p>	<p>This is part of the DDI's reorganization and establishment of All Source Center. According to basic information furnished by the DDI, 54 units remain to be relocated and [REDACTED] personnel.</p>
<p>3. During the week of 12 August, it is planned to relocate 4 additional ORR units and 1 OSI unit comprising 64 personnel.</p>	<p>If the rate of progress currently being experienced on the DDI reorganization continues, it will take between 5 and 6 months to complete and to establish his All Source Center.</p>
<p>4. LSD was represented at a meeting with members of the Office of Comptroller on 7 August 1963</p>	<p>It was pointed out that funds available for buildings, maintenance, and facilities under the FY 64 budget amount to only 60 per cent of like funds actually expended FY 63. During the month of July, 1/12 of the years authorization for maintenance and facilities was exceeded by more than \$17,000. In addition to this, it was realistically estimated that the cost to accomplish the DDI's reorganization will approach \$100,000.00. If relief in the form of additional costing authorization is not provided, all funds available for these purposes will be used by the end of the calendar year.</p>

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Form No. 2129 (test)
Edition Date: 6 August 1963

Item	Comment
<p>5. The Building Manager is taking steps to keep alive landscaped trees, which have been showing evidence of dying.</p>	<p>The U. S. Park Services has declined two requests in the recent past to lend horticultural assistance to our grounds maintenance. For the past three weeks, the Building Manager has had a crew of 4 men and a borrowed tank truck working full time at watering our transplanted trees.</p>
<p>6. On Monday, 12 August, emergency Civil Defense supplies started being delivered to the Headquarters building.</p>	<p>These supplies should provide emergency subsistence and minimum water for [REDACTED]. They will be stored in the basement of the Headquarters building in space formerly used for storage of furniture and equipment. These supplies, before drums are filled with water, weigh [REDACTED] pounds and occupy a cube of [REDACTED].</p>
<p>7. 6,000 square feet of space being freed by OSA/DD/S&T should be vacated by 29 August 1963.</p>	<p>SR Division's first phase of its move was accomplished on Wednesday, 7 August. The second and final phase is scheduled for accomplishment on 19 August, and relocation of [REDACTED] is scheduled to occur at the same time. Requirements for repartitioning of this area on the 5th floor to meet OSA's needs have not been received.</p>
	<p>[REDACTED]</p> <p>Chief, Logistics Services Division, OL</p>

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